

Status Report

OEP finding: WFFTRA 1 Closed

Finding

The OEP requested data on a close call that occurred in the parking lot behind M-1 on 6/1/05. A mishap report (NF 1627) (Org. File Number Siem-001-05) was submitted 6/8/05. NO other data was provided. WFF needs to reevaluate this mishap reporting process.

Justification

NPR 8621.1 paragraph 1.8.1 requires the data to be entered into IRIS or the submittal of the NF 1627 within 24 hours.

Project response/Action Plan

The Safety Office had entered the Data into IRIS within 24 hours. Our inability to produce the data validates the need to review our mishap investigation and reporting process. Code 803 WI -XXXX was issued XXJuly 2005. The Mission Readiness Review for future projects will evaluate the project specific pre-mishap plans and identify the IRT members and responsibilities..

Assigned to Robert

OEP finding: WFFTRA 2 Closed

Finding

Short term contractors/subcontractors (e.g., Siemens/Knight) have recently worked on WFF without an approved safety plan and without a

digging permit. A mishap occurred revealing this situation (contractor damaged an underground utility). The 6/1/05 incident involving

Knight Communication appears to have a number of similarities to the incident at Johnson Space Center where an electrician was killed.

The fact that this contractor was allowed on site to work without checking in with someone to ensure they were authorized with all the required contractual obligations in place (digging permits, S&H Plan, etc.) is troubling.

Justification

Assess WFF processes for allowing contractors (and subcontractors) to work on WFF and ensure processes will prohibit contractors

from working until they can show all requirements have been met. This vulnerability in the WFF safety program is serious, especially

regarding construction work

Project response/Action Plan

Control of Contractors big problem

Assigned to Facilities & Robert

Monday, October 31, 2005

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Status Report

OEP finding: WFFTRA 3 Closed

Finding

The contractor safety council does not include Construction of Facilities (CoF) construction contractor participation. The WFF Safety Manual states that contractor employees must follow the manual and that the manual is called out in contracts. The contract for construction of the Engineering Building does not call out the WFF Safety Manual. Obtaining permits for digging, hot work, and confined space is, therefore, not a contract requirement (i.e., there is no enforcement mechanism for permitted hazardous operations on construction sites). Action: WFF should invoke their safety manual on the new Engineering Building contract by contract.

Justification

Construction is one of the most hazardous types of work. Refer to pages 4 and 78-81 of the WFF Safety Manual.

Project response/Action Plan

While we agree that Construction is one of the most hazardous types of work, The contractor safety council is the wrong solution due to the changing nature of the construction work force. The Safety Plan provided to the OEP was a draft submitted by the Contractor. The final safety plan included guidance from the 803 procedure for Construction Safety and Health Plans. The digging permits, hot work permits, etc. were included in the contractually obligated Safety and Health Plan. Also The Safety Office has developed a construction contract safety instruction to address these issues. The Facilities Construction Manager has been tasked to provide the Executive Safety Council on the safety status of WFF construction.

Assigned to Robert

OEP finding: WFFTRA 4 Closed

Finding

Request launch clear zone authority from Department of Homeland Security

Justification

Provide WFF authority or approval of a no-use ocean zone during launch operations

Project response/Action Plan

The RMMO has requested consideration from DHS via Coast Guard for an exclusive use launch hazard area. Issues of concern both to

WFF and to DHS include the potential detrimental impact to public relations and the need to continue with surveillance / clearance

activities regardless of legal status of the hazard area. Thus it is not clear that there is a great deal to be gained with a short range (3

mile) exclusive use area. Beyond the 3 mile limit, international and national law precludes designation of such areas. Thus, while such a

designation of exclusive use areas could increase the availability of the range for launch operations, at present the WFF Range is able

to reasonably utilize the offshore areas for launch operations while preserving public use in most cases.

Assigned to Pittman

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Status Report

OEP finding: WFFTRA 5 Closed

Finding

Address the need to certify or recertify the basewide steam system. White Sands had a significant mishap when a steam line failed. This has identified the need to ensure the integrity of the steam distribution systems.

Justification

NPD 8710.5. and NPR 8714.4

Project response/Action Plan

Assigned to A.J. Kellam

OEP finding: WFFTRA 6 Closed

Finding

Validate that the strength of anchor points/structural components of the Fire Department's fall protection equipment used during rescue training and actual rescues are adequate and will support loads according to standards. Ensure the Fire Department has adequate training to properly evaluate anchor points.

Justification

Safety of rescue personnel may be at risk if anchor point/structure capacities are not adequate.

Project response/Action Plan

The Fire Department will use the "bombproof" anchor points for their fall protection tie off point in the future. Railings are not acceptable.

The Fire Department personnel have been trained.

Assigned to Clayton

Status Report

OEP finding: WFFTRA 7 Closed

Finding

The deviation and waiver procedure does not define a review process for all approved variances which are or were in place. There appears to be no tracking mechanism for final disposition of variances

Justification

Many variances may effect changes to other resident procedures and can be incorporated into the other resident procedures. Tracking would allow trend analysis by the range operation and safety. This may improve current procedures. Old open variances can be finally disposed.

Project response/Action Plan

The Safety Office has established an action tracking system which will include the Waivers and Deviations

Assigned to Mike

OEP finding: WFFTRA 8 Closed

Finding

There is no documentation of training or need for training in radio frequency (RF) radiation safety. WPP-01-05.08C, "Control of Hazardous Energy Program (LOTO)," addresses only electrical hazards and does not adequately cover RF hazards (in Institutional Management Book handout). Action: Establish and track accomplishment of RF training.

Justification

GPR 1860.3, "Radio Frequency Radiation Safety," requires only appropriately trained users to operate the sources or devices (Appendix A). The Institutional Management Book handed out does not list RF training by Wallops Institutional Consolidated Contract (WICC) or category or Cube Corporation student curriculum despite all the antennas located at WFF

Project response/Action Plan

Training was provide on XXJuly 2005

Assigned to Potterton

Status Report

OEP finding: WFFTRA 9 Closed

Finding

WFF pressure system certification tags were not consistently found on gas system regulator gages and gas system hoses and tubing being installed for RMMS equipment test and development work. Action: WFF ensure user-supplied pressure system components are certified by the WFF PV/S Program

Justification

Worker safety and project work protection.

Project response/Action Plan

Bill Hargrove will test any thing the folks bring to him but he doesn't go out to collect them. The government needs to establish policy on what the requirement is

Assigned to

OEP finding: WFFTRA 10 Closed

Finding

Based on documentation and presentations provided during the review, WFF does not have clear and documented site processes/policies

for:

- Asbestos
- Lead
- Awareness Training for Asbestos Containing Material
- Respiratory protection.

Additionally, the WFF Safety Plan does not clearly define and reference the safety and health requirements for ACM and lead. Action:

Incorporate asbestos, lead, and appropriate training into WFF requirements for worker awareness of protection.

Justification

Worker/employee protection from exposure to ACM and lead. 29 CFR 1910.1001, etc.

Project response/Action Plan

another construction issue; Asbestos will be address in GPR 1870.1 (currently awaiting signature by Weiler) Lead and Respiratory Protection will be addressed in a GPR [IH Policy] (Currently being drafted)

Assigned to Marvin/250 for policy

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Status Report

OEP finding: WFFTRA 11 Closed

Finding

K-bottles (nitrogen) were found at Building F-10 that were not properly stored/retained. Evaluate WFF process for managing compressed gas storage

Justification

K-bottles are to be secured such that they cannot fall over. CGA-1.

Project response/Action Plan

Discussions with the User indicates that this was an unusual situation. A new helper with the supplier didn't have adequate training.

However a walk thru of other compressed gas storage areas found the same problem. Problem briefed at Executive Safety Council,

Employee Safety Committee, Contractor Safety Council and Facilities Operations Manager meeting. The root cause of this problem is the chain systems provided are difficult to use properly.

Assigned to Robert

OEP finding: WFFTRA 12 Closed

Finding

An industrial hygiene report finding from the industrial hygienist at GSFC, written 1/7/05, stated that no system has been developed for issuance of a confined space entry permit. This appears to be an incorrect statement after discussions with WFF personnel and was not true the date of this inspection. Recommend that GSFC audits be staffed through appropriate WFF personnel to ensure that findings are accurate. Also, WFF should review external reports in a timely manner to ensure accuracy before release of final report.

Justification

Project response/Action Plan

Concur, We will review all reports in a timely manner.

Assigned to Robert

Status Report

OEP finding: WFFTRA 13 Closed

Finding

The WFF Institutional Consolidated Contract (WICC) contractor has a standard for working on energized systems. However, the new GSFC Lockout/Tagout standard does not recognize working on energized systems (this is much more restrictive than OSHA

standards). The GSFC LOTO standard should be reevaluated with consideration of OSHA standards, and if the GSFC policy is revised to allow work on energized systems, WFF should ensure there is a consistent policy applied across the Center.

Various WFF code organizations have and utilize various procedures and policies for work procedures relating to: 1)Working on live electrical systems 2)Control and work on hazardous energy

There is not a clear WFF site-wide policy that integrates, defines, and controls the work on system and equipment with hazardous energy across all organizations.

Justification

Project response/Action Plan

Assigned to 250

OEP finding: WFFTRA 14 Closed

Finding

Exit signs need to be visible in all aisles and hallways. In Building F-10 machine shop, one sign was located over 12 feet high and was blocked from view by steel beams.

Justification

Life Safety Code and 29CFR 1910.37(b)(2) Each exit must be clearly visible and marked by a sign reading "Exit"

Project response/Action Plan

The Fire Inspector has reviewed this and building F-10 exist signs have been fixed.

Assigned to clayton

Status Report

OEP finding: WFFTRA 15 Closed

Finding

It was clear that Code 250 was responsible for the creation and maintenance of the occupational safety and health policy. However, it was

unclear that this process includes adequate coordination between Code 250 and Code 803 to ensure that differences (e.g., risks,

organization, processes) between the sites are addressed. Action: Code 803 at WFF should take the initiative to ensure their

involvement in development of GSFC policy and documentation

Justification

Project response/Action Plan

Concur, we are now working closely with 250 on policy development

Assigned to Les

OEP finding: WFFTRA 16 Closed

Finding

Employee operating drill/lathe is not wearing ANSI 87.1 approved safety glasses. The glasses worn have no side shields.

Justification

1910.133(a)(2) The employer shall ensure that each affected employee uses eye protection that provides side protection when there is a

hazard from flying objects. Detachable side protectors (e.g. clip-on or slide-on side shields) meeting the pertinent requirements of this

section are acceptable.

Project response/Action Plan

Agenda item at the Contractor Safety Council and Employee Safety Committee. The NSROC safety office conducted an audit of safety

glass use. Those employees without side shields were issued appropriate add-on shields for their personal glasses. Refresher PPE

training was initiated for all employees. Originally provided as initial training but is now required annually

Assigned to Jim Deaton

Status Report

OEP finding: WFFTRA 17 Closed

Finding

Tuesday morning at approximately 7:45am, I followed a forklift between the Main Gate & Stubbs Road. The forklift was not rated for public road travel. The forklift had no flashing light, no slow moving vehicle sign on rear (reflective orange triangle), or escort. Action: Ensure forklifts using public roads are properly equipped or escorted.

Justification

1910.145(d)(10) Slow-moving vehicle emblem. This emblem consists of a fluorescent yellow-orange triangle with a dark red reflective border. The yellow-orange fluorescent triangle is a highly visible color for daylight exposure. The reflective border defines the shape of the fluorescent color in daylight and creates a hollow red triangle in the path of motor vehicle headlights at night. The emblem is intended as a unique identification for, and it shall be used only on, vehicles which by design move slowly (25 m.p.h. or less) on the public roads.

The emblem is not a clearance marker for wide machinery nor is it intended to replace required lighting or marking of slow-moving vehicles. Neither the color film pattern and its dimensions nor the backing shall be altered to permit use of advertising or other markings.

The material, location, mounting, etc., of the emblem shall be in accordance with the American Society of Agricultural Engineers Emblem for Identifying Slow-Moving Vehicles, ASAE R276, 1967, or ASAE S276.2 (ANSI B114.1-1971), which are incorporated by reference as specified in Sec. 1910.6.

Project response/Action Plan

The Safety office identified users and had slow moving vehicle signs are installed on the vehicles that are used on the "Public Roads"
Signs are now in stock.

Assigned to Robert

OEP finding: WFFTRA 18 Closed

Finding

In various locations in bldgs., the electrical disconnects and electrical panels were not properly labeled to indicate function on equipment being powered. Action: Ensure Electrical disconnects and panels are properly labeled.

Justification

29 CFR 1910.303 (F)

Project response/Action Plan

Facilities Maintenance is going through all buildings and labeling disconnects and panels. Expected completion March 2006. The requirement has been identified as a contract line item for maintenance.

Assigned to 228/ John Klaus

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Status Report

OEP finding: WFFTRA 19 Closed

Finding

There is no evidence of an annual inspection being performed on portable fire extinguishers.

Action: Ensure fire extinguishers are inspected and maintained IAW NFPA 10 Section 6.

Justification

Reference: NFPA 10, Section 6: Maintenance

Project response/Action Plan

We have a contract in place to perform the annual inspections. The work was about half done at the time of the OEP visit. Annual inspections will be performed.

Assigned to Gene

OEP finding: WFFTRA 20 Closed

Finding

No evidence of annual load test performed on powered industrial truck (30) and attached lift basket.

Justification

Reference: NASA-STD-8719.9

Project response/Action Plan

T&E Lab personal working with the lift basket manufacturer to obtain documentation requested by the WFF Certification lab. Industrial truck has been tested and certified. NSI is working with NSROC to load test and certify the load basket. In Progress

Assigned to Jim Deaton

Status Report

OEP finding: WFFTRA 21 Closed

Finding

Fire extinguishers that are posted throughout the facility have signs that state DO NOT USE UNLESS TRAINED. One is unable to ascertain if, who, or when trained.

Fire protection signs throughout F7 and F10 state to use proper extinguishing equipment, but a note on the bottom of the sign only states only trained employees are allowed to use portable extinguishers. We were told that there was no portable fire extinguisher training provided at Wallops.

Justification

WFF needs to identify those jobs for which fire extinguishers would be used for the incipient fire fighting purposes. These employee shall trained for proper use of extinguishers.

Reference: NASA STD 8719.11, Section 10.5.2 and 10.5.3

Project response/Action Plan

WFF is of the strong opinion that our people are our most important asset. The WFF policy requires that employees evacuate the building and notify the Fire Department. The delay in evacuation of a building is one of the key factors in creating hazards to Fire Department response on the national level. We have evaluated the fire risk for the various buildings and have developed a list of personnel who will be expected to use a fire extinguisher.

Assigned to Stan

OEP finding: WFFTRA 22 Closed

Finding

Based on several potential hazards noted during tour, WFF should conduct a hazard assessment of the F-10 air bearing test area. The Operator of the Air Bearing commented about how fast the payload rotated and that it was hazardous. A hazard analysis needs to be conducted.

Justification

What precautions are taken to prevent personal injury?

Project response/Action Plan

NSROC SQA, along with Air Bearing staff, will jointly evaluate the current working procedure to analyze potential hazards associated with air bearing operations and the hardware being tested. Once the evaluation is completed, the procedure shall be updated to reflect the potential hazards and the necessary actions (including PPE where required) to mitigate the identified hazards. 8/25/05 - Evaluation is complete, plan to establish and arrange familiarization training. In progress

Assigned to Jim Deaton

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Status Report

OEP finding: WFFTRA 23 Closed

Finding

In the T&E lab, there seems to be a chance for debris to cause injury. WFF should ensure that a hazard analysis of operations in this area has been conducted.

Justification

The comment during the tour was that the engineer would stand beside the shaker table and notify the operator if things started flying off.

The engineer conducting the test is in close proximity to the test.

Project response/Action Plan

NSROC SQA, along with T&E staff, will jointly evaluate the current working procedure to analyze potential hazards associated with T&E operations and the hardware being tested. Once the evaluation is completed, the procedure shall be updated to reflect the potential hazards and the necessary actions (including PPE where required) to mitigate the identified hazards. 8/25/05 - Evaluation is complete, plan to establish and arrange familiarization training. IN PROGRESS

Assigned to Jim Deaton

OEP finding: WFFTRA 24 Closed

Finding

Personnel Safety in Balloon Operations: The individual who was working on cutting (with a razor blade) material in this area, had to make some adjustments, and placed the blade in his mouth.

Worker in model balloon area was observed putting a razor blade in his mouth (safety side in his mouth) to hold it while straightening balloon material. This seems like an unsafe act.

Justification

This is an unsafe act. The blade could be ingested. While this may have been an anomaly, it could have been a serious injury.

Project response/Action Plan

A JHA conducted in March identified this as an inappropriate process. New Work instructions have been developed and the Personnel have been trained.

Assigned to Dave Wilcox

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Status Report

OEP finding: WFFTRA 25 Closed

Finding

Machines (drill press for example) are not anchored to prevent movement and vibration when operating

Found in F-10. Action, Securely anchor machines designed for a fixed location.

Justification

Reference: 29 CFR 1910.212(b)

Project response/Action Plan

This action was identified in a NSROC internal inspection and the 803 inspection in May. This is a special interest item on inspections.

Inspection on 30 June 2005 revealed that this still was not fixed or even tagged out. Contractor responsiveness to safety issues was

discussed with the Contract Performance Evaluation Board. Machines have been anchored (8/25/05)

Assigned to Jim Deaton

OEP finding: WFFTRA 26 Closed

Finding

The overhead crane is not correctly labeled indicating direction of travel. The underside of the bridge is labeled "forward/reverse". The

pendant control is labeled "N, E, S, W". Inspection on 30 June 05 revealed the crane in the T&E lab is labeled forward and back with

Compass points penciled in. Action: ensure that the pendant controls are properly labeled.

Justification

Reference: NASA STD 8719.9

Project response/Action Plan

The bridge and rails have been labeled North, South, East West.

Assigned to Jim Deaton

Status Report

OEP finding: WFFTRA 27 Closed

Finding

The forklift battery charging area does not have signage identifying it as a battery charging station.

There was no eyewash station by the battery recharge station. Action: Ensure that forklift battery charging areas are properly marked and equipped.

Justification

Reference: 29 CFR 1910.178

OSHA standards require an eyewash station in battery maintenance/recharge area within an easily accessible pathway.

Project response/Action Plan

to research

Assigned to stan

OEP finding: WFFTRA 28 Closed

Finding

Fire doors in areas observed were compromised. For Example: Fire door left open with trash receptacle holding it open. Fire door adjacent to open rolling door. Action: ensure fire doors are not compromised.

Justification

People will follow bad examples, so is this fire door compromise a systemic problem? It appears leaving open a door which has a sign on it that says for it to be remained closed sends the wrong message to employees.

Project response/Action Plan

Action Potterton and Fire Department to evaluated fire door issue. Supervisor function to ensure doors are not propped open. TP

Assigned to Terry

Status Report

OEP finding: WFFTRA 29 Closed

Finding

Fire trucks are approaching replacement time quickly. Action: Develop an appropriate funding plan to upgrade equipment (newer vintage) to ensure equipment can respond as expected in an emergency.

Justification

NFPA 1901 "To maximize fire fighter capabilities and minimize risk of injuries, it is important that fire apparatus be equipped with the latest safety features and operating capabilities. In the last 10 to 15 years, much progress has been made in upgrading functional capabilities and improving the safety features of fire apparatus. Apparatus built prior to 1991 might have few of the safety upgrades required by the 1991 and subsequent editions of the NFPA fire department apparatus standards or the equivalent Underwriters' Laboratories of Canada (ULC) standards. Because the changes, upgrades, and fine tuning to NFPA 1901 since 1991 have been truly significant, especially in the area of safety, fire departments should seriously consider the value (or risk) to firefighters by keeping pre-1991 fire apparatus in first-line service."

Project response/Action Plan

Budget request was submitted on 30 June 2005 for the FY 06 Institutional budget, Need to update emergency response equipment was briefed to the Goddard Safety Council.

Assigned to

OEP finding: WFFTRA 30 Closed

Finding

There is no evidence of fire protection impairment plans being initiated when the system is out-of-service for more than 4 hours due to maintenance, repair, etc. Action: Ensure that impairment plans are developed and used.

Justification

System outage is recorded on daily report, but not in accordance with NASA STD 8719.11, Section 8.5

Project response/Action Plan

Assigned to Clayton

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Status Report

OEP finding: WFFTRA 31 Closed

Finding

There is a lack of flight path control for emergency unscheduled incoming aircraft (e.g. helicopters) permits, momentary interference with mission-related electromagnetic signals such as tracking radar emissions and down linking of spacecraft science data

Justification

Interference with mission operations. It may be possible to mitigate this risk by standardized approach paths or active control by ground / flight tower.

Project response/Action Plan

Talk to Control tower about handling of Action 453 to validate the Data loss question
Potterton to validate the RF Hazard

Assigned to Terry

OEP finding: WFFTRA 32 Closed

Finding

WFF is in the process of changing to a new tag to be used to lockout equipment during service and maintenance activities. This tag also appears to be the same tag used to maintain equipment configuration to prevent someone from operating the equipment (crane) when service & maintenance is not being performed. Action: Establish a separate administrative tag for non-LOTO control of equipment.

Justification

29 CFR 1910.147 defines the lock and tag used for lockout/tagout to be standardized and not used for any other purpose. The standardized locks and tags used for lockout/tagout activities are only to be used when an employee has removed machine guards and place themselves in the danger zone or hazardous energy can be released.

Project response/Action Plan

A special session of the Contractor Safety Council was held on 24 June 2005. All parties agreed to establish an additional tag to control hazards other than LOTO tags.

Assigned to Robert

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Status Report

OEP finding: WFFTRA 33 Closed

Finding

WFF needs to establish a Lifting Devices and Equipment (LDE) sub-committee as a part of the GSFC LDE Committee or ensure that

WFF working-level personnel participate in the GSFC LDE Committee (e.g., LDE operators, floor managers, and program/project personnel from throughout WFF).

Justification

NASA-STD-8719.9 requires, "Each installation shall establish a LDE Committee, to ensure this standard is understood and applied

across other organizations at the installation and to resolve any issues and provide a forum to exchange information." Discussions with

the GSFC LDE Manager indicated that a GSFC LDE Committee was recently established and one meeting was held within the past

couple of months. Wallops participation was limited to the civil servant responsible for LDE inspection/certification at WFF and the lead

contractor. This level of participation in the GSFC LDE Committee does not provide the intended forum for the working-level personnel at WFF.

Project response/Action Plan

A LDE Committee meeting was held August 24. Representatives of the various organizations with lifting devices were present. The

need to have the users represented was discussed. IN PROGRESS

Assigned to Prasaad

OEP finding: WFFTRA 34 Closed

Finding

WFF should review the status of lifting beams and other such structural lifting equipment to ensure that any such equipment that is past

its certification date is locked up or at least red tagged in accordance with GSFC/WFF policy until the required inspection/recertification is performed

Justification

During the facility tour, it was noted that a small lifting beam hanging up in the payload integration lab across from the shaker tables was

a number of months past its recertification date. Discussions with the GSFC Lifting Device Manager indicated that such equipment should be locked up or tagged out, which it was not. (Note: The nylon and other types of slings and turnbuckles stored in the same area were within their certification dates.)

Project response/Action Plan

The lifting beam noted has been removed from service area and sent for recertification. NSROC T & E lab shall establish a marked container to accumulate lifting hardware that is awaiting recertification.

Assigned to Prasaad

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Status Report

OEP finding: WFFTRA 35 Closed

Finding

Based on tour and discussion with WFF personnel in Building F10 High Bay Area, the use of the forklift and manlift is being used at least

2 to 3 times a week. The forklift was being recharged at the time which indicates it could be reused at any time. When reviewing the log books for this equipment, the last entry was dated February/March 2005, which would indicate that this equipment was last used. WFF personnel need to assure logging of all lifting equipment usage before each use. This may be systemic throughout WFF

Justification

Project response/Action Plan

This is an additional special interest item in our inspections. An Inspection on 30 June 2005 revealed the daily inspections were being conducted. Additionally, NSROC now has the keys to fork lift and man-lift in the T & E lab clipped to log books when not in use. All operators have been instructed to verify that daily inspection has been completed prior to use. Keys shall be returned to clips on logbooks after each use. This procedure is intended to prevent use of lifting equipment without checking log book.

Assigned to Robert

OEP finding: WFFTRA 36 Closed

Finding

WFF already has taken steps to institute overview control of RF and other radiation. It is recommended that an overarching radiation management plan be developed.

Justification

The plan would provide control of emissions to protect personnel, other WFF missions and vulnerable assets. In addition, it would provide requirements for warning annunciation and visual displays, scattered radiation and monitoring of health-related parameters.

Project response/Action Plan

Assigned to Terry

Monday, October 31, 2005

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Status Report

OEP finding: WFFTRA 37 Closed

Finding

Respirator Program: Wallops has the need to have some employees trained, medically evaluated, and appropriately fit tested for respirator use. Action: Identify employees required to use respirators and ensure that they are medically evaluated and fit tested.

Justification

It was not clearly defined as to who provided fit testing.

Project response/Action Plan

Currently there are no Civil Servant personnel who use or are assigned respirators. Contractors have their own respiratory protection plans. The IH Policy currently in draft will address respiratory protection should the need arise in the future for Civil Servants.

Assigned to Marvin/250

OEP finding: WFFTRA 38 Closed

Finding

Consider reassessing approval process for working on energized systems. The process should ensure that if systems are worked on in an energized state that is only pursued as an option of last resort.

WOP-03-14.2 Appendix A – WICC Live Electrical Work Permit part 3 only requires the WICC Safety Director approval for an employee to working on energized equipment.

Justification

Justification why equipment cannot be deenergized to perform work should include more approvals than WICC Safety Director.

Approvals should also include manager of organization responsible for function of equipment and manager of organization performing work.

Project response/Action Plan

The GSFC LOTO program does not prohibit energized work, It is mute on the point. The WICC procedure will continue to be used.

Assigned to 200

Status Report

OEP finding: WFFTRO 1 Closed

Finding

In the high bay room (Bldg. F10) the crane, while at rest, is located in the middle of the room. The crane should be placed in a corner close to the wall in order to avoid accidents. In this case the hook was near head height and presented a hazard to personnel. The requirements for placement of the cranes, while at rest, need to be addressed.

Justification

Project response/Action Plan

The NSROC personnel concur and will park the hook at a location where it is not a hazard

Assigned to Jim Deaton

OEP finding: WFFTRO 2 Closed

Finding

Is CATS (Chemical Tracking), going to be tied into the NIM (Incident Response) program? This was mentioned at a safety committee meeting.

Justification

CATS is a chemical tracking program that might augment the NIM program.

Project response/Action Plan

CATS is an approval system to permit a chemical on base. Once approved the material is logged in to MSDS Pro. The Program that

Mr. Lowry spoke of is Archibus which is linked to MSDS Pro. When the Program is complete, It will supplement CAMEO in WFF Emergency Operations

Assigned to Terry

Status Report

OEP finding: WFFTRO 3 Closed

Finding

Labeling: Several unmarked (no identification) containers were observed. While some thought the contents were H₂O, the OSHA standard requires the container to be appropriately labeled.

Justification

In addition to this being a federal standard, it is also prudent safety management of chemical usage in the workplace. 1910.1200(f)(5), the employer shall ensure that each container of hazardous chemicals in the workplace is labeled, tagged or marked.

Project response/Action Plan

This is a special interest item based on several recent surveys. While we have made progress, unlabeled bottles still occasionally pop up. This is now a checklist item. An audit of the areas on 6/30/2005 found no unlabeled bottles.

Assigned to Robert

OEP finding: WFFTRO 4 Closed

Finding

The potable water (F-10/T&E Lab) has no back-flow protection to the base water system from a working sink that has a hose bib

Justification

Back-flow could possibly create contaminants into potable drinking water supply.

Project response/Action Plan

Concur, The hose bib was replaced on XX

Assigned to 228

Status Report

OEP finding: WFFTRO 5 Closed

Finding

Based on a critical employee that retired w/o a backup plus other observations during the review, the panel believes WFF needs to look at their succession planning for critical positions.

Justification

Project response/Action Plan

In general, Center policy ensures that succession planning is considered for supervisory positions and Division / Office levels and above have deputies and or associate chiefs who have been considered in succession planning. The presence of Group Leads in the Safety group and in the Applied Engineering and Technology Directorate are indicative of such planning. Likewise, in Code 200, Branches have group leads which naturally form succession candidates. As a result of this action, WFF has also obtained a list of "succession critical positions" from each organization. Each organization has provided a name who would fill in temporarily in the case of an unexpected event and will utilize training and/or developmental assignments to ensure personnel readiness to assume these positions.

Assigned to

OEP finding: WFFTRO 6 Closed

Finding

Liquid N2 manifold drops have removable caps. The caps can be misplaced. Suggest caps be tethered to supply manifold or valve.
Building F-7 Balloon Film Lab

Justification

Project response/Action Plan

Assigned to Dave Wilcox

Status Report

OEP finding: WFFTRO 7 Closed

Finding

Portable fire extinguisher location not identified in accordance with NFPA 10 A1-6.6

Justification

Fire extinguisher location shall be conspicuously identified. Acceptable means of identifying locations include signs, arrows, and coding columns on walls.

Project response/Action Plan

f-7?

Assigned to clayton

OEP finding: WFFTRO 8 Closed

Finding

Consider updating/revising Fire Prevention Inspection Report used during building inspections to reflect changes in OSHA, NFPA, and NASA compliance requirements

Justification

Form NASA-WI-1462 (Rev 9.93) has not been revised since 1993.

Project response/Action Plan

The fire prevention inspection process was updated on XX July 05

Assigned to Clayton

Status Report

OEP finding: WFFTRO 9 Closed

Finding

100K Clean Room in balloon building and clean tent need to be better labeled. A suggestion is to get the clean room expert from Greenbelt to come down and help assess what needs to be done across the center) to ensure all WFF clean rooms/clean areas are in compliance with agency/industry standard.

Justification

The clean tent in the spin test area was described by the host as “not” a clean room area. However, signage on the tent contradicted this.

Signage needs to be consistent with use. Also, the 100K clean room in balloon area was not labeled at all. Even though it was declared a 100K clean room, there was no indication of regular testing. It may also need airlocks.

Project response/Action Plan

Assigned to Dave Wilcox

OEP finding: WFFTRO 10 Closed

Finding

Eyewash station in model balloon room was difficult to get to because of barricades.

Justification

Project response/Action Plan

Concur. The barricades were put up to keep the OEP members away from a sensitive test setup. EYE WASH Access seems to be a problem. This is another special interest item for Safety Inspections. Re position barricades
Dave Wilcox

Assigned to

Status Report

OEP finding: WFFTRO 11 Closed

Finding

Doors to the EFI chambers were held open (they have automatic closures) with improvised devices. These were not well secured and could slip allowing door to inadvertently close, possibly injuring someone. Recommend properly engineered devices be installed if doors need to be held open.

Justification

Project response/Action Plan

Assigned to Dave Wilcox

OEP finding: WFFTRO 12 Closed

Finding

Emergency Response Equipment (e.g. fire trucks) does not appear to be listed on either Code 200's critical facility list or Code 800's critical equipment list.

Justification

The two lists (above) control prioritization of funding, maintenance, replacement, etc. Inclusion of E.R.E. on lists allows them to be prioritized appropriately with other mission-critical equipment and facilities.

Project response/Action Plan

Emergency Response Equipment has been added to Code 200's critical equipment list.

Assigned to Terry

Status Report

OEP finding: WFFTRO 13 Closed

Finding

The recent GSFC/WFF discussions/decision on the functions and roles/responsibilities of the various GSFC/WFF Safety organizations

(Codes (200, 300, 500, 600, and 800) under GSFC Code 100 Safety Leadership. It would be beneficial for the GSFC/WFF Safety

Management Council, which is chaired by Code 100, to work Center-wide issues/concerns, such as this WFF aging Fire Vehicle and

response equipment concern that may impact fire and emergency response to WFF Program/Project assets.

Justification

Project response/Action Plan

Concur, OEP outbrief was presented to the Goddard Safety Management Council on 7 July 2005

Assigned to

OEP finding: WFFTRO 14 Closed

Finding

Fire department resources/plan for multiple emergency incidents. Not clear there is a plan or policy for coverage or curtailment of

airfield ops. in the event that the fire department is responding to a structural incident or out on mutual aid.

Justification

When asked if there is a policy or procedure for curtailment of airfield ops if the fire department was deployed elsewhere, they did not

identify whether there was one. Note: Low probability of multiple simultaneous events.

Project response/Action Plan

WFF is not a FAA Part 139 Certified Airport. When the Fire Department is not available, an airfield research project will not begin. The

Control Tower will notify inbound aircraft when Fire Services are not available. The Pilot In Command will make the decision to continue or divert

Assigned to Clayton

Monday, October 31, 2005

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Status Report

OEP finding: WFFTRO 15 Closed

Finding

There appears to be an underlying issue with the visibility of management and commitment to employees. Many areas need housekeeping improvements and general clutter and safety signage seems to be unnoticed.

Justification

WFF may want to have senior management; senior safety representative and maintenance representative walk facilities weekly and promote management and employees getting together on safety. When management demonstrates an active interest in safety everyone's awareness improves.

Project response/Action Plan

to be discussed on Aug ExSC

Assigned to

OEP finding: WFFTRO 16 Closed

Finding

Management paperwork on facilities configuration control changes does not include confirmation of notification/retraining of personnel.

Justification

Adding this confirmation process to management review would reduce follow-on safety concerns.

Project response/Action Plan

Assigned to 228 Kent Stover

Status Report

OEP finding: WFFTRO 17 Closed

Finding

Leading edge metrics for employee training, employee hazards reporting, and employee safety meeting attendance are not utilized at Wallops.

Justification

Leading edge indicators could be used to determine the effectiveness of the Wallops safety culture.

Project response/Action Plan

The Supervisor Safety Scorecard was introduced in the July 2005. The Executive Safety Council gets a report on the status of the supervisors which includes Employee Training, Awards, Job Hazard Analysis and well as Supervisor Inspections. Status of the Supervisory Scorecard briefed Aug 25, 2005.

Assigned to Les

